

**NEWFIELDS PLANNING BOARD MEETING
APRIL 16, 2009**

Attendance: John Hayden, Bill Meserve, James Daley, Mark Bouzianis, Michael Woodworth, and Clay Mitchell. Absent from the meeting were Mike Todd and Mike Price who are awaiting re-appointment from the Selectmen.

Chairman John Hayden called the meeting to order at 7:00pm.

Mary & James Vienneau-Old Lee Rd. 10-lot Subdivision

The applicant has requested a continuance until next month. A motion was made by Bill and seconded by Mark to continue the hearing until the May 21, 2009 meeting. All were in favor and the motion carried.

Main Street Arts -Preliminary Discussion

Kelly Corson and Win Fream were present to review their plans to convert the old post office to a community arts center. The applicant is ready to submit the application for site plan review. A request was made to waive the application fee of \$50.00. John said that any expense to the Town such as notifying abutters and the legal notice should be the responsibility of Main Street Arts. Mike Woodworth was concerned that waiving the fee would set precedence. Jim agreed that the fee should not be waived and he offered to donate the money. Jim and Mike Woodworth agreed they would both donate \$25.00 to pay for the application fee. Main Street Arts will pay for the abutter's notices and legal notice.

Kelly explained that she met with Clay to review the site plan. The major issues are the crosswalk and parking. Mike Woodworth wrote a letter of recommendation to Division Six regarding the crosswalk.

Kelly and Win are looking at parking alternatives and presented sketches with several options for the Board to review. A boundary plan was also presented showing the existing conditions as well as photographs. On the right hand side of the building there is a driveway which can be the access for parking in the back. The driveway is steep but maneuverable. There is about 35 feet in the back of the building which is enough room for a car to drive in and turn around. There is visibility at the crest of the hill when driving out but it is still a tough spot to be exiting from. Kelly has tried to get in touch with the abutting landowner for an easement to exit through his property. This option would be safer but they have had no luck contacting him.

Bill Meserve suggested bringing in some fill and making the parking area larger in the rear of the building. He asked how many cars would be at the site on a regular basis.

Kelly thought perhaps six cars for classes with 4-6 children. Several of the children will be dropped off and picked up later. There will be classes for adults and seniors and they could park at the school, town hall, and library and on Church Street or Maple Street. She does intend on educating her attendees with parking locations and directions.

There must be a handicap accessible space. According to ADA Specialist Wendy Beckwith, the best space would be out front closest to the ramp. The handicap parking is not ideal but it works.

The Board reviewed the six parking options presented.

Bill said he was under the impression that you cannot back out onto a state road. Clay commented that it may not be illegal but if you do it and there is an accident, it may be your fault.

Jim suggested talking to the Road Agent about bringing in some fill and extending the parking at the rear of the building. It would be safer to have parking out back and no crossing on the street. Kelly commented that the site is very steep and they don't have the money to bring in fill. They are intending on spending approximately 35K on renovations to the building.

The use of this building is educational or school and there is no schedule of required parking for schools in our regulations. John said the parking is subject to the site plan review process.

Kelly said that the ideal number of students per class would be 6-8 during different times of the day. Bill said that may mean more vehicles on site.

Jim suggested finding parking close by and making an agreement with the landowner to use their property or extend the parking in the rear of the building. Health and safety is the number one issue with this plan.

Kelly commented that Chief Reed has said that parking and safety are always an issue in a small village. In his opinion, speeding is not an issue on Route 85.

Mike Woodworth recommended using some of the parking at the Library. He suggested meeting with the Library Trustees to make some sort of agreement with them and include a copy of their minutes with the site plan.

Kelly commented that they need a directive on how many parking spaces are going to be required.

Bill thought that 4 on site spaces, including the handicap space would be ample.

Lighting was also discussed. Some sort of low lighting shall be appropriate.

The Board would prefer to see no backing out onto Main Street. Clay said it is reasonable to consider off site parking at the town hall, library, school, etc.

Clay suggested the Board meet at the site to view the existing conditions. A preliminary

meeting will take place on site Monday April 20 at 6pm.

James Daley-Map 201 Lot 16.3 New Tenant

Jim informed the Board that he received his approval for a commercial building on the New Road site in 2007. He was requested to come before the Board when he found a tenant. The new tenant will be Gluer Parts. Gluer Parts has sold their property at Map 201 Lot 16.1 which abuts Daley's property Map 201 Lot 16.3 and are moving into the building on that site. The original site plan was to have three separate buildings on the site but now it will be just one. Gluer Parts expects to be moving in the middle of May. There is an approved plan on file in the town office.

Clay reported that he needs permission from the Board to apply for a grant for Safe Routes to School. There is a new round of grants out there. He can apply for either the planning grant or the travel program grant. The larger one is more work. A motion was made by Bill and seconded by Jim to give Clay authority to apply for the large grant. All were in favor and the motion carried.

Nancy Kingston was on the agenda but was not present. Mark suggested that we wait until Nancy comes before the Board before getting an opinion from Attorney Lane. The Board agreed.

A motion was made by Mike Woodworth and seconded by Mark to approve the March minutes as amended. All were in favor and the motion carried.

John explained that the appointments for Mike Todd and Mike Price have not been signed by the Selectmen. The Selectmen would like clarification on the official number of Board members. A warrant article was supposed to be placed on the ballot for that purpose in 2009 but it did not happen. John feels it is important for all of us to know the correct number of members. A document was recorded at the Registry of Deeds in 1957 when the Planning Board was formed but the number of members was not mentioned. Clay is compiling additional information as he reviews town meeting minutes from 1955 forward. John would like him to continue his investigative work to get this issue resolved. Clay added that only the Legislative body can create the planning board.

A motion was made by Bill and seconded by Jim to adjourn the meeting at 9pm. All were in favor and the motion carried.

The next regularly scheduled meeting is Thursday May 21, 2009.

Respectfully submitted,

Sue McKinnon